

# STATE DOCUMENTS

## EXECUTIVE ORDER 93-20

(Supersedes Executive Order 92-2)

### EQUAL OPPORTUNITY OFFICE

WHEREAS, the State of Arizona is fully dedicated to the philosophy and practice of equal economic and employment opportunity for all citizens, prohibiting discrimination based on race, color, sex, religion, national origin, age, disability, veteran status or political affiliation, except when any of these factors is an existing bona fide occupational qualification; and

WHEREAS, the State of Arizona intends to remove all existing artificial barriers that have hindered qualified applicants and employees from full consideration for positions because of their race, color, sex, religion, national origin, age, disability or veteran status; and

WHEREAS, the policy to provide equal employment opportunity includes, but is not limited to:

1. Hiring, placement, promotion, transfer or demotion;
2. Recruitment, advertising and all solicitation for employment;
3. Treatment during employment;
4. Rates of pay or other forms of compensation;
5. Selection for education and training;
6. Layoff, termination or reinstatement;
7. State Service examination processes; and

WHEREAS, the State of Arizona seeks to enrich and facilitate programs designed to enhance the growth and development of minority and women-owned business enterprises; and

WHEREAS, the State of Arizona seeks to improve and enrich the quality of life for all citizens in the state, eliminating barriers as specified by state and federal laws;

NOW, THEREFORE, I, Fife Symington, Governor of the State of Arizona, by virtue of the authority vested in me as Governor by the Arizona Constitution and the laws of this state, do hereby order and direct the following actions:

1. The Governor's Office of Equal Opportunity shall have the responsibility for the preparation, administration and revision of the State Equal Opportunity Guidelines for equal employment opportunity as it applies to Titles VII and IX of the Civil Rights Act of 1964; the Equal Pay Act of 1963; the Age Discrimination in Employment Act of 1967, as amended; the Rehabilitation Act of 1973; the Vietnam Era Veteran Readjustment Assistance Act of 1974, as amended; the Executive Order 11246 as amended in 1967; the Americans with Disability Act of 1990; and the Civil Rights Act of 1991;
2. State agencies shall establish, implement and monitor an Equal Opportunity Plan within the parameters of the State Equal Opportunity

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Guidelines including the development of feasible goals, timetables and solutions to address the under-utilization of minorities, women and disabled individuals, particularly in salary grades 16 and above. Progress is to be reported on a semi-annual basis to the Governor's Office of Equal Opportunity;

3. State agencies shall provide the Governor's Office of Equal Opportunity all necessary information for the preparation of the State and Local Government Information Survey (EEO-4) annual Federal report;
4. The Governor's Office of Equal Opportunity shall assist state agencies in recruiting, appointing and training equal employment opportunity liaisons;
5. The Governor's Office of Equal Opportunity shall monitor and evaluate Equal Opportunity Plans as required in the State Equal Opportunity Guidelines;
6. The Governor's Office of Equal Opportunity shall work in conjunction with the Department of Commerce to develop and initiate programs designed to enhance and promote economic growth and enrichment in low income and minority communities, as well as minority and women-owned business enterprises by providing workshops, seminars and conferences to supply technical assistance, training and education;
7. The Governor's Office of Equal Opportunity shall be responsible for assuring the development of an EEO performance element in evaluation of executives, supervisors and managers for state agencies and inform the Governor of their performance.
8. The Governor's Office of Equal Opportunity shall provide training for, have authority to explore and offer alternative resolutions for state government grievances and allegations based on discrimination regarding race, sex, national origin, religion, age, disability or veteran status;
9. The Director of the Governor's Office of Equal Opportunity may:
  - a) On behalf of the Governor of the state, accept grants and matching funds for the conduct of programs which are designed to develop and implement equal employment opportunities, affirmative action policies and programs, and disadvantaged economic development policies and programs;
  - b) Expend available funds, use its facilities and provide services to promote equal employment and economic development opportunities in state government and the private sector upon demonstration by an entity in the private sector that the use of public funds for this purpose will result in an appreciable benefit to the public, and to provide, and to provide matching contributions under federal and other programs designed to promote equal employment and economic development opportunities and practices;
  - c) Offer semi-annual reports to the Governor on the activities of the Governor's Office of Equal Opportunity, its finances and the scope of its operation;

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10. The Equal Opportunity Advisory Board and a Minority and Women-Owned Business Enterprise Economic Development Advisory Board shall advise and assist the Governor's Office of Equal Opportunity in carrying out its duties and responsibilities, and shall operate in concurrence with the Civil Rights Advisory Board and the Small Business Advisory Council, respectively.

Executive Order No. 92-2 is hereby superceded by this Order and the force and effect of said Executive Order is hereby rescinded.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

*F. B. Roth*

GOVERNOR

DONE at the Capitol in Phoenix this seventeenth day of September in the Year of Our Lord One Thousand Nine Hundred and Ninety-three and of the Independence of the United States of America the Two Hundred and Seventeenth.

ATTEST:

*Richard H. Hahn*  
SECRETARY OF STATE